



AUTHOR INFORMATION

Please take a moment to consult the following guidelines in preparation of your manuscript. Manuscripts that do not adhere to the guidelines may be returned to the corresponding author. Feel free to contact our editorial office at globalperspectives@ucpress.edu if you have any questions or need help.

ACCESSIBILITY REQUIREMENTS

Please refer to the [accessibility requirements](#) for detailed information and ensure your submitted manuscript meets these requirements.

ARTICLE TYPES

Global Perspectives (GP) considers the following types of articles. All items should be submitted via the [online submission system](#). Please note that *Global Perspectives* does provide authors the option to publish open access. Upon submission authors are asked whether or not the article is intended to be published open access if accepted. Details on publication charges for open access can be found [here](#).

Research Articles: These should present original findings. All submitted and invited research articles are peer-reviewed, double-blind. They typically range between 5,000-10,000 words in length, although shorter and longer contributions can be considered. They may include elements such as tables, graphs, images, illustrations as well as multimedia elements (audio and video files, maps, datasets, etc.). Please review the multimedia guidelines below prior to submission.

Review Articles: These should present conceptual advances, syntheses, and integrations of a field or topic. All submitted and invited review articles are peer-reviewed, double-blind. They typically range between 5,000-10,000 words in length, although shorter and longer contributions can be considered. They may include elements such as tables, graphs, images, illustrations as well as multimedia elements

(audio and video files, maps, datasets, etc.). Please review the multimedia guidelines below prior to submission.

Essays: Like review articles, essays seek conceptual advances, syntheses, and integrations of a field or topic, and are peer-reviewed, double-blind. Unlike review articles, they typically range between 2,500-5,000 words in length, although shorter and longer contributions can be considered. They are of a more discursive, narrative nature and rarely include elements such as tables, graphs, images, illustrations or multimedia elements.

Research Briefs & Insights: These should present a distinct finding or insight in a succinct way. All submitted and invited Research Briefs & Insights are peer-reviewed, double-blind. They typically range between 1,000-2,500 words in length. They may include elements such as tables, graphs, images, illustrations as well as multimedia elements (audio and video files, maps, datasets, etc.). Please review the multimedia guidelines below prior to submission.

Comment/opinion pieces, policy reviews: These are considered or invited on a case-by-case basis only, and are reviewed by section editors and cleared with editor-in-chief, but not subject to double blind peer review.

Infographics, data presentations/animations: These are considered or invited on a case-by-case basis only, and are reviewed by section editors and cleared with editor-in-chief, but not subject to double blind peer review.

SUBMISSION COMPONENTS

Submissions to *Global Perspectives* consist of the below components:

- Cover letter (required) — uploaded as a separate file
- Title/Cover page (required, list the manuscript title, author names and affiliations) — uploaded as a separate file
- Manuscript with author names and affiliations removed (required) uploaded as a separate file
- Figures — uploaded (but also should be embedded in the manuscript to help with readability during the review process)

- Supplemental Material — uploaded as separate files

COVER LETTER

Please write a brief cover letter that:

- briefly summarizes how your paper is a worthy contribution to the literature;
- specifies the section and special collection your submission pertains to;
- specifies the special collection, if applicable, your submission belongs to;
- specifies the type of article you are submitting;
- suggests appropriate or opposed reviewers (which information will be kept in confidence and used at the discretion of the editorial team);
- details any previous interactions with *Global Perspectives* regarding your submission

COVER PAGE

Global Perspectives requires a separate Cover Page that includes the following information

- Article Title
- Authors (with corresponding author clearly indicated)
- Author Affiliations
- Author Emails
- Abstract (no more than 300 words)
- 3-5 Keywords
- Acknowledgements (if applicable)
- Competing interests (mandatory, even if to state that no competing interests exist)

COMPONENTS

Article Title

The full title must be 250 characters or fewer. It should be specific, descriptive, concise, and comprehensible to readers outside the subject field. Avoid abbreviations if possible.

Authors

All persons designated as authors should qualify for authorship, and all those who qualify should be listed. Each author must have participated sufficiently in the work to take public responsibility for appropriate portions of the content, and a common

standard for this is the one articulated by the [International Committee of Medical Journal Editors \(ICMJE\)](#).

- Those who contributed to the work but do not qualify for authorship should be listed in the acknowledgments.
- When a large group or center has conducted the work, the author list should include the individuals whose contributions meet the criteria defined above, as well as the group name.
- One author should be designated (with an asterisk) as the corresponding author, and his or her email address should be included on the manuscript cover page. This information will be published with the article, if accepted.
- All author names should be listed in the following order:
First names (or initials, if used),
Middle names (or initials, if used), and
Last names (surname, family name)

Affiliations

Each author should list an associated department, university, or organizational affiliation and its location, including city, state/province (if applicable), and country. If the article has been submitted on behalf of a consortium, all author names and affiliations should be listed.

Abstract

The abstract should provide a clear description of the main objective(s) of the submission, explain how the study was done (as applicable), and summarize the article's most important conclusions and their significance. Abstracts should not exceed 300 words, and should not include sub-headings. Please do not include citations in your abstract and avoid the use of abbreviations, if possible.

Acknowledgements

People who contributed to the work but do not fit our author criteria should be listed in the acknowledgments, along with their contributions. You must ensure that anyone named in the acknowledgments agrees to being so named.

MANUSCRIPT ORGANIZATION

General guidelines are 5,000-10,000 words for Research Articles and Review Articles, and 1,000-2,500 words for Research Briefs & Insights. We ask you to employ a clear

and concise writing style—please note that a request to be more concise is legitimate feedback during the review process.

All submissions should begin with the following sections:

- Title
- Abstract (no more than 300 words)
- 3-5 Keywords

All submissions should end with the following sections:

- References
- Contributions
- Competing Interests
- Supplemental material (if applicable)
- Data accessibility statement (mandatory for research articles if no ethical concerns exist)
- Figure titles and legends (if applicable)
- Author Biographies

Please note that even though figures and supplemental material should always be submitted separately as individual files, please also embed figures in your manuscript to help with readability during the review process.

It is important that authors completely anonymize their papers prior to submission and that no language or information is included that would allow reviewers to identify the authors.

Main Text Between Abstract and References

GP has no explicit requirements for manuscript organization between the abstract and the reference section but it generally recommends the 17th edition of The Chicago Manual of Style or the [Chicago Manual of Style Online](#). For research articles, sections typically include:

- Introduction
- Materials and methods
- Results

- Discussion
- Conclusions

References

Published works, works accepted for publication, and citable datasets, code, and materials, should appear in the reference list. Mentions of unpublished work should be cited parenthetically within the main text of the article as personal communications.

The style of the 17th edition of The Chicago Manual of Style or the [Chicago Manual of Style Online](#), must be followed with respect to handling of references, using the Author-Date (AD) format.

Supplemental Material

Although GP does not limit the number or type of supplemental material items authors may include, it does require that they provide a relevant and useful expansion of the article, and that they be as well described as are figures and tables included within the body of the article. GP encourages authors to always consider clarity and ease of use for readers when presenting supplemental material: consider whether some supplementary files work best in a composite file (e.g. text, table, and figure in one downloadable document) or whether they are most useful downloaded separately as individual files. Please note, Editors are free to request changes in how supplemental files are presented to ensure clarity for readers. Good metadata of this material are key to discoverability and usefulness. All supplemental material should include the following:

- Type and number: Supplemental material can be named in almost any way, provided that the files are consistently named, and numbers are preceded by “S” and closed with a period. Examples:
 - Figure S1.
 - Table S1.
 - Text S1.
 - Video S1.
 - Alternative Language Abstract S1.
- Title: Supplemental material titles should be no more than 15 words, using sentence case ending with a period.
- Legend: Supplementary material figures and tables should follow the requirements for main-text figures and tables. Other types of supplementary

material files should include a descriptive caption of no more than 300 words, describing the key message of the item.

- File Type: Please indicate the format of the file (e.g., DOC, PDF, CSV, AVI)

Figure Legends

Figures should be cited in ascending numeric order upon first appearance. Each embedded figure and figure caption should be inserted immediately after the first paragraph in which it is cited in the article file.

File Types

Please submit your manuscript files in Microsoft Word. If you are unable to do so, please contact the editorial office to discuss other formats.

Submissions with Equations

Microsoft Word Submissions with Equations. Editable versions of equations are required for production. If using a version older than Word 2010, please format equations using MathType. Do not insert your equations as Graphic Objects and do not use Symbol font.

Figures

Figures should be included in the manuscript file, inserted immediately after the first paragraph in which it is cited in the article file, to help with readability during the review process. However, they must be also uploaded as separate files to our manuscript submission system.

Figure Categories & Submission

Global Perspectives publishes two broad categories of figures:

- **Main figures**, critical to the conclusions of the paper and integrated into the body of the article, and
- **Supplemental figures** (including video and other rich media) referenced within the text, but not integrated into the PDF version of the article. Supplemental material provides readers with additional information that enhances the main text but is not critical to its assertions. (For detailed information, please see Supplemental Material & Data.)

GP imposes no limit on the number of figures submitted, but we do require that all figures—main or supplemental—be well described. Good metadata are key to discoverability and usefulness.

Provide a separate file for every figure in your manuscript, including supplemental figures. For example, if your manuscript has 10 figures, you will need to upload 10 individual figure files.

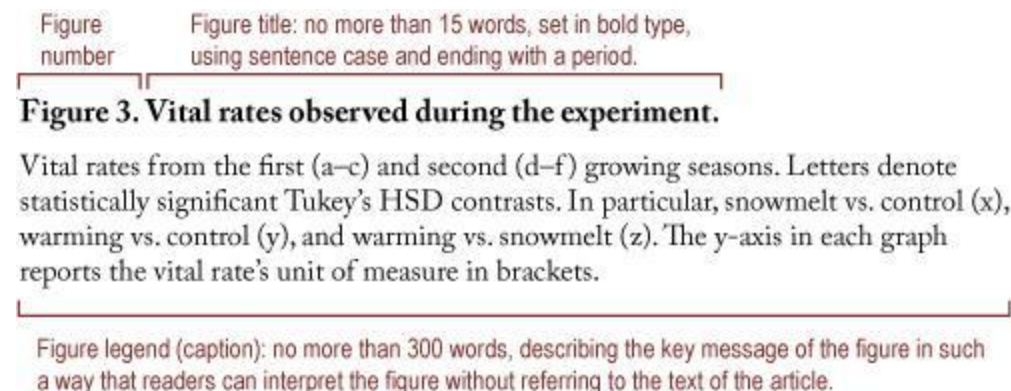
Note: Multi-panel figures (those with parts A, B, C, etc.) should be submitted as a single file containing all parts of the figure. Please take care to ensure that panel labels correspond to callouts in the text.

Titles & Legends

Figure titles and legends (captions) for all figures (both main and supplemental) should be included in the main article file, not as part of the figure files themselves. Do not include author names or the article title within the figure files. Instead, list the following information for each figure at the end of the manuscript, after the references, but before any tables:

- **Number:** Figures should be numbered and cited in sequence, using Arabic numerals: Figure 1, Figure 2, Figure 3, etc. for main figures; and Figure S1, Figure S2, Figure S3, etc. for supplemental figures.
- **Title:** Figure titles should be no more than 15 words and set in bold type, using sentence case ending with a period.
- **Legend:** A legend of no more than 300 words should follow the figure title, describing the key message of the figure in such a way that readers can interpret the figure without referring to the text of the article.

Annotated example:

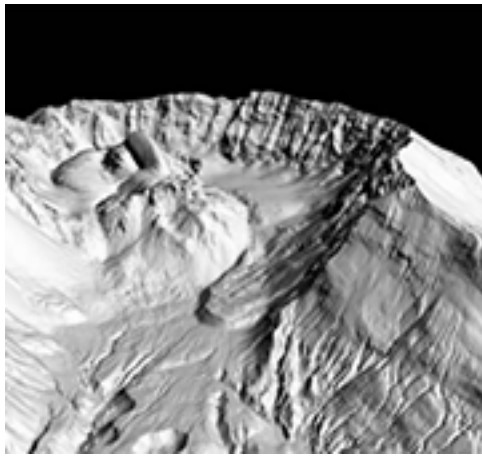


Format, Sizing, & Resolution

Please provide the highest quality files you can in a reasonably common file format (EPS, JPEG, GIF, TIFF, etc.); we will take it from there. More resolution is better than less. As a guide, please note the following optimal resolutions for different file types:

- Grayscale and color images: 300 ppi at publication size

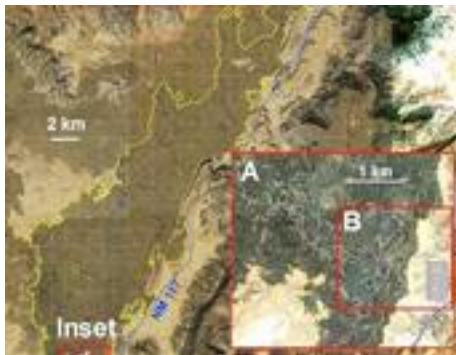
- Combination images (e.g., a photograph with type): 600 ppi at publication size
- Line art (e.g., graphs): 600 ppi at publication size



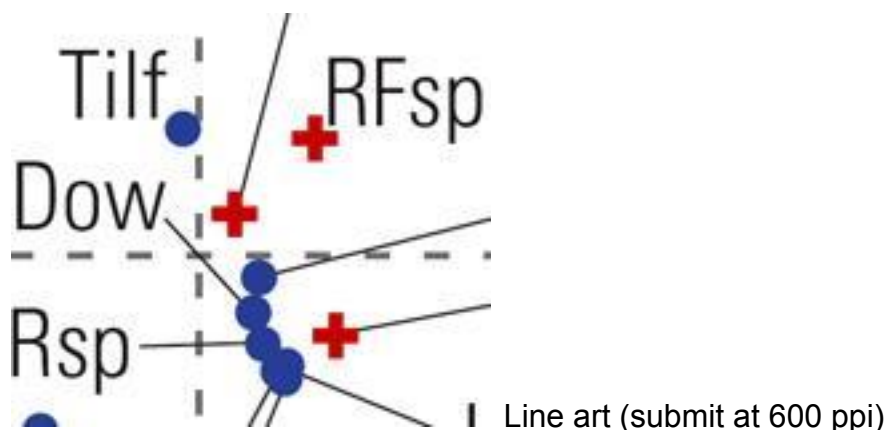
Grayscale image (submit at 300 ppi)



Color image (submit at 300 ppi)



Combination image (submit at 600 ppi)



Accessibility

Please consult <http://jfly.iam.u-tokyo.ac.jp/color/> for best practices in using color in your figures, including how you can ensure readability by color-blind readers.

Image Manipulation

Image files should not be manipulated or adjusted in any way that could lead to misinterpretation of the information present in the original image. Inappropriate manipulation includes but is not limited to:

- The introduction, enhancement, movement, or removal of specific feature(s) within an image;
- Unmarked grouping of images that should otherwise have been presented separately;
- Adjustments of brightness, contrast, or color balance that obscure, eliminate, or misrepresent any information.

Digital images in manuscripts nearing acceptance for publication may be scrutinized for any indication of improper manipulation. If evidence is found of inappropriate manipulation we reserve the right to ask for original data and, if that is not satisfactory, we may decide not to accept the manuscript.

Table Preparation Guidelines

GP publishes two broad categories of tables:

- **Main tables** critical to the conclusions of the paper and integrated into the body of the article, and
- **Supplemental tables** referenced within the text, but not integrated into the PDF version of the article. Supplemental material provides readers with

additional information that enhances the main text but is not critical to its assertions.

Tables should be cited in ascending numeric order upon first appearance. Each table should be inserted immediately after the first paragraph in which it is cited in the article file. Supplementary material tables should be submitted as separate files. All tables should have a concise title. Table footnotes can be used to explain abbreviations. Citations should be indicated using the same style as outlined above. Tables occupying more than one printed page should be avoided, if possible. Larger tables can be published as supplemental material.

GP imposes no limit on the number of tables submitted, but we do require that all tables—main or supplemental—be well described. Good metadata are key to discoverability and usefulness.

Components

Tables appearing in *GP* have six components, four of which are required:

- **Number and title** (required)
- **Column headings** (required)
- **Stub**, the left-most column containing the row headings (required)
- **Data fields**, cell-based (required)
- **Spanner headings** grouping two or more columns (optional)
- **Footnotes** (optional)

Table n. Table title (short title with no closing punctuation)^a

	Spanner head 1 ^b			Spanner head 2		
Column heading for stub	Column heading	Column heading	Column heading ^c	Column heading	Column heading	Column heading
Stub heading						
Row heading	x.x	x.x	x.x	x.x	x.x	x.x
Row heading	xxx	xxx	xxx	xxx	xxx	xxx
Row heading	x.x	x.x	x.x	x.x ^d	x.x	x.x
Stub heading	xxx					

Row heading	x.x	x.x	x.x	x.x	x.x	x.x
Row heading	xxx	xxx	xxx	xxx	xxx	xxx
Row heading	x.x	x.x	x.x	x.x	x.x	x.x

^a Footnote crediting source of information if reproduced, adapted, or based on another published table.

^b Footnote explaining spanner head 1.

^c Footnote explaining the column heading.

^d Footnote explaining a data cell nuance.

Number and Title

Titles should be labeled with the word “Table” and numbered in sequence, using Arabic numerals: Table 1, Table 2, Table 3, etc. for main figures; and Table S1, Table S2, Table S3, etc. for supplementary tables. Titles should consist of a single phrase, set in bold type, using sentence case with no closing punctuation. For example:

Table 1. Statistical analyses of fly size variation at the start vs the end of positive size selection

Note: Table numbers and titles should not be included in the table itself, but should be typed in the document above the table cells.

Column Headings

Column headings identify the information in the cells beneath them, and often are used to present a dependent variable. Every column of a table must have a column heading, including the stub (the left-most column).

Stub

The stub is the left-most column of the table, containing the row headings. The stub should have a column heading describing the rows appearing beneath it.

Data Fields

Data fields contain information presented in the form of numbers, text, or symbols.

Please take care that values have the same degree of precision as values in related cells, as well as values reiterated in the text of the article.

Data fields may contain empty cells if no information exists to present. In these cases, dashes (–) or an appropriate abbreviation (e.g., ND, for “no data”) should be entered into the cell.

Spanner Headings

Spanner headings are used to associate the common elements of two or more columns appearing beneath them. If units appear in the spanner, they must apply to every column below the spanner.

Note: Spanner headings must be created by horizontally merging cells in the table. Visual indications of the span (rules and/or shading) will be lost during reformatting (see Common Problems below).

Footnotes

Footnotes are used to credit information sources, disambiguate headings, or explain the nuances of data fields. Footnotes should be indicated by using superscripted, lowercase letters within the table, and appear in alphabetic sequence below the table.

Note: Footnotes should not be included in the table itself, but should be typed in the document below the table cells (see Common Problems, below).

Specifications

Tables that do not conform to the following requirements may give unintended results when published. Problems may include the movement of data (rows or columns), loss of spacing, or disorganization of headings.

Note: Multi-part tables with varying numbers of columns or multiple footnote sections should be divided and renumbered as separate tables.

In the published versions of your article, we will format tables with shaded spanner and column heading, content left-aligned in all cells, title above the table, and footnotes below the table.

Tables must:

- be cell-based (e.g., created in Word with Tables tool (preferred), Rich Text, or LaTeX;
- be editable (i.e., not a graphic object);
- have heading/subheading levels in separate columns;
- be no larger than one printed page (7 in x 9.29 in) (larger tables can be published as online supporting information. Note: some wide tables may be oriented vertically in the PDF).

Tables must not:

- use returns or tabs within a cell;
- have color or shading;
- use lines, rules, or borders;
- contain spaces within cells to align text;
- have inserted text boxes or pictures;
- have tables within tables;

- include empty columns, rows, or cells to create spacing;
- include hyperlinked text.

If your submitted table contains any of these elements, they will be returned for adjustments.

File Types

You may submit your manuscript files in Microsoft Word (.doc or .docx), OpenOffice, LaTeX (as .pdf), or RTF format. Only RTF and .doc/.docx files can be used during the production process.

LaTeX submissions. Articles prepared in LaTeX must be submitted in PDF format for use during the review process. The PDF file is both necessary and sufficient for the review process. After acceptance, however, .tex files and formatting information will be required as a zipped file.

Multimedia

Global Perspectives is able to publish video and audio files as part of articles. These can either be embedded in the full-text version of the article or provided as supplementary material to the published article. Video and audio submission requirements are below. Larger files may be considered but only as supplementary material. Please consult with the editor regarding consideration for any larger multimedia files. Multimedia files (.avi or .swf files) must be uploaded as supplementary material and not main figures.

Video and Audio Submission Requirements

Video

- File formats: .3gp, .avi, .mov, .mp4, .mpg, .flv, .swf, .mkv preferred.
- File size: Up to 1GB
- Duration: Up to 10 minutes (longer videos may be allowed at the discretion of the editorial office)
- Codec: H.264 is a common and preferred codec, however the journal does [support many codecs](#).
- Resolution: Recommended: 1280 x 720 (16 x 9 HD) and 640 x 480 (4:3 SD). There is no required minimum resolution; in general the higher resolution the better. For older content, lower resolution may be unavoidable.

- Bit rate: Because bit rate is highly dependent on codec, there is no recommended or minimum value. Videos should be optimized for resolution, aspect ratio, and frame rate rather than bit rate.
- Frame rate: The frame rate of the original video should be maintained without resampling. Pull down and other frame rate resampling techniques are strongly discouraged.
- File name should include a key word from the title, online and/or print edition, and figure number
- When in doubt, convert files to MPEG4 video with MP3 audio, or follow [YouTube guidelines](#).

Audio

- File formats: MP3 or AAC preferred
- File size: Up to 100 MB in size
- Duration: Up to 10 minutes (longer audio files may be allowed at the discretion of the editorial office)
- Sampling rate: 44.1 kHz. For older content, lower frequencies may be unavoidable.
- Bit rate: 128 kbps preferred. For older content, lower rates may be unavoidable.
- Channels: 2 (stereo) preferred.

File name should include a key word from the title, online and/or print edition, and figure number.

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